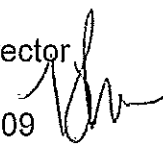


DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

P.O. Box 1947
Sacramento, CA 95812-1947
(916) 576-7109
(916) 263-1406 (FAX)
(916) 263-1402 (TDD)



To: CSBG Service Providers

From: Lloyd Throne, Director 

Date: December 23, 2009

Subject: 2010 Community Services Block Grant (CSBG) Contract

Enclosed is your agency's 2010 Community Services Block Grant (CSBG) Contract and authorized initial allocation for the 2010 CSBG contract term. This is a one year contract covering the period January 1, 2010 – December 31, 2010.

Continuing Resolution for Authorized Allocation

Currently the CSBG Program is operating under a continuing resolution which maintains funding at the same level as in FY 2009. CSD's initial Notice of Grant Award distributed by the Department of Health and Human Services (DHHS) is for \$5,170,106. Attached is a spreadsheet, PY 2010 CSBG Allocation, showing the 2010 CSBG estimated and actual allocation amounts. Complete your contract fiscal data budget forms using the amount listed under the 2010 allocation column A, "Total estimated Allocation-for budgeting", on the spreadsheet. Using the attached CSBG/NPI Programs Report, CSD 801 (Rev. 5/09) forms to complete your 2010 contract work plan or access these forms on CSD's website, www.csd.ca.gov.

2010 Advance Request and Payment

The advance payment will be processed after receipt of an advance request on your agency letterhead and the 2010 contract is executed. The amount of the advance, in accordance with state statute, will not exceed 25% of the total contract amount (See PY 2010 CSBG Allocation spreadsheet, column E titled, "2010 Advance Available to Date").

As in previous years, the final grant award is typically received in the second quarter of the federal fiscal year or when the final federal budget is signed. The State is unable to encumber or contractually obligate more funds than the federal government awards. The initial contracts reflect the allocation based on the partial grant award received by the State, thus far. When CSD is in receipt of the final grant award for FY 2010, the contract will be amended to include the final allocation. The balance of the advance (not to exceed 25% of the total allocation) will be automatically processed and forwarded to Contractors if an advance request is on file with CSD.

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There have been changes to the contract language. CSD encourages each Contractor to review the contract language in its entirety. A summary of the changes is provided on CSD's website, www.csd.ca.gov.

Please contact your Field Representative with any questions regarding your 2010 CSBG Contract.

Attachments